

Joint Capital Planning Committee (JCPC) January 26, 2017

Call to order at 8:33 am

Attending:	<u>Amherst Police Department</u>	<u>LSSE</u>
Phoebe Hazzard	Scott Livingstone	Linda Chalfant
Bernie Kubiak	Jennifer Gundersen	Barbara Bilz
Connie Kruger		
Doug Slaughter		
Alex Lefebvre		
Katherine Appy		
Tamson Ely		
Claire McGinnis		
Paul Bockelman		

Documents:

JCPC Agenda
JCPC Meeting Schedule
Departmental Capital Request Summary FY 18-22 - Police Department
Departmental Capital Request Summary FY 18-22 - LSSE Safety Surface Mulch
Departmental Capital Request Summary FY 18-22 - Cherry Hill Golf Course
Departmental Capital Request Summary FY 18-22 - Capital Plan, Pools
Individual Capital Project Requests Form 2
Town Warrant - Article 1
JCPC General Fund Five Year Capital Plan Fiscal Years 2018-2022

Doug Slaughter was appointed Chair for a third year by consensus.

Police Department Requests

Chief Livingstone presented capital requests for the Police Department including:

Annual request for new police cruisers to replace existing vehicles in excess of 100,000 miles.
Annual request each year for 3 vehicles. The cost for each cruiser is approximately \$40,000.

It was asked if the cost of the vehicles increased. The answer was yes by \$5,000. Further explained that 100,000 miles is the typical mark for replacement of cruisers and that unmarked cars are typically replaced at 130,000 to 140,000 miles. FY 21 reflects replacement of the 3 cruisers plus 1 unmarked car.

Purchase of in-car video system replacements. Each unit costs \$7,500. Would like 2 units purchased in FY 18, FY 20, and FY 22. These are mounted dashboard video that are used to

record all stops. Also used for large disturbances. Current systems are 20 - 25 years old. This is a continued upgrade.

Purchase of 30 cruiser radios at a total cost of \$90,000. Last year there was a request for replacement of both the portable and cruiser radios. Received the portable radios in FY 17 and this is the second half of the replacement costs to upgrade the entire communication system. Explained that 7 years ago there was an unfunded state mandate to move to new systems. This is the last piece. Some of the radios in the cruisers are up to 20 years old.

Purchase of 3 in-car radar units to replace units that are 10-15 years old at a total cost of \$13,000 split \$6,500 in FY 18 and \$6,500 in FY 19.

Purchase of 3 portable breathalyzers at a total cost of \$5,000 split between FY 18 and FY 19. The state used to provide at no cost. Stopped last year.

It was asked if the current breathalyzers could be used for one more year until it is determined what type of testing will be done for marijuana and if one unit for both alcohol and marijuana could be purchased. The answer was that the replacement of the battery cells for the current units is \$1,000 and they have no way of knowing what will be determined to test for marijuana in the future.

Purchase of 2 patrol bicycles at a cost of \$2,500 each to replace bicycles that range in age from 7 to 20 years old. Have 8 working bicycles and have had a bicycle unit for 15-20 years. In the past, bicycles have come to the police department through donations and purchases from leftover money in budget.

It was asked if police bicycles are more expensive than civilian bicycles. The answer was that the company they are purchasing through (ibikes) specializes in police bicycles and sells the entire package required of police bicycles. You need to outfit the bicycles with police lights per state mandate that run about \$800, panniers which run about \$300 - \$400 each, and a first aid kit. The plan is to continue to replace current bicycles, 2 each year in FY 18, FY 19, and FY 20, with the ibikes. This will allow a consistent bicycle and when new bicycles are needed in the future, lights, panniers, etc. can just be moved to new bicycle rather than needed to repurchase, ultimately cutting down on costs of replacements. Also explained that the current bicycles are for men 5'6" and taller so women on the force cannot be on bicycle patrol. 1 of the bikes in the FY 18 purchase would be for officers below 5'6".

It was noted the out years of the police capital request are all replacement costs except the firearms training. It was answered it is on their wish list. State municipal training council mandates more training. Currently qualifying weapons 4 times per year. The system would allow for more proficient use of systems. Currently use a wooden target that needs replacing. New system would last 20 years.

The committee then discussed borrowing authorization for elementary school construction relative to the special Town Meeting scheduled for Monday, January 30. It was suggested that JCPC should again take a vote on the town warrant and JCPC should speak at Town Meeting.

It was asked why the debt exclusion override was applied to the schools and the library versus DPW and the Fire Department. It was explained that it was a matter of timing. As part of the planning for the four projects the town is ramping up the percentage of levy toward capital from 8% to 10% to have sufficient capacity for the projects. Because the schools and library are 'first' in terms of timing, it made sense to continue to build the percentage of levy toward capital as long as possible and apply to the later projects and use the debt exclusion overrides on the earlier projects.

The library is one of 35 projects applying for the MBLC grant. Only 5 - 10 will be awarded in the first year. It is possible the library won't receive the grant this year but may receive it the following year. Discussed that may change how the debt exclusion is applied.

Question of what the cost will be if Article 1 does not pass Town Meeting. Approximately \$800k will need to be requested of the JCPC for a feasibility study for Fort River. Discussion about how best to present the planning by the town that has gone into these four projects in terms of funding and timing and the financial impact to the town of a 'no' vote. Also discussed need to talk about overall impact to tax payers and efforts by town to minimize costs to individual tax payers.

LSSE Requests

Barb Bilz presented capital request for 3 automatic external defibrillators at the pools that are at the end of their life span and must be replaced. Worked with the Asst. Chief at the Fire Department to coordinate purchase of product that is the same as used by Fire Department allowing for continuity when they arrive on the scene.

It was asked if these are at each pool. Answered yes and Mill River defibrillator is also taken on field trips where a life guard is sent along as part of field trip. New defibrillators have an 8 year life span.

Third and final payment of three year lease to own of Toro Greenmaster Mower at \$11,000 for FY 18. Life span of 10 - 15 years for equipment.

Purchase of Point of Sale and Security System (POS) at cost of \$7,500. Current system went down. Unable to find a compatible printer. Went to Isenberg School of Management at UMass and received free consult to research and recommend new system.

Asked if this request is for software or hardware? Software. IT will provide the hardware. Claire McGinnis clarified that for explanation purposes this request is on the LSSE request but when funded it will move to the IT line item.

Asked if other estimates were received. Yes, 3. This is the one that was compatible.

Linda Chalfant presented request for \$7,500 for playground safety surface mulch. Explained these are natural wood chips to top off to assure safety when kids fall off equipment.

Asked if there is any thought about moving to mat material instead of the mulch? Linda explained if she were building or rebuilding a playground would recommend using mats. It is a much larger initial expense than topping off the mulch to maintain safety. As changes are made to parks such as work that will be done on Groff Park or community field by War Memorial will look at as an option. Overtime want to think about planning and replacing as part of the discussion.

Suggested considering a more regular ask for planning if mulch needs to be replaced regularly. On average needs replacement every 3-4 years.

Discussion if this should be a capital or operating expense if being replaced every 3 years. Paul Bockelman noted there is a larger ongoing discussion of what should be a capital expense.

Katherine Appy made a motion to recommend Article 1 at the Special Town Meeting on January 30th. Connie Kruger seconded. Motion approved 7-0-1, Steve Braun absent.

Review of available funds FY 18. Discussed typically JCPC beings with debt of \$500k to \$1M so the \$1.7M looks very large this year. This number includes \$700,000 for feasibility study if Article 1 does not pass TM.

Claire McGinnis noted that the label on the JCPC General Fund Five Year Capital Plan Fiscal Years 2018-2022 for Annual Impact on \$330k value residence of Debt Exclusion should be \$306.6k as the median house price. All other numbers are accurate. It was asked if this number for tax payers contemplates both debt exclusions. It does.

Clarification that this means if TM does not pass Article 1, JCPC will be tasked with cutting \$1.7M out of the capital budget. Confirmed or other measures like rainy day fund will have to be accessed for feasibility study for Fort River.

Claire McGinnis confirmed that as members of other boards each board member received the Remote Participation Policy and Regulation. All confirmed they had.

Meeting adjourned at 10:05 am.

Minutes submitted by Alex Lefebvre